

**BURLINGTON DEPARTMENT OF PUBLIC WORKS COMMISSION MEETING  
DRAFT MINUTES, July 15, 2015  
645 Pine Street  
(DVD of meeting may be on file at DPW)**

**COMMISSIONERS PRESENT:** Bob Alberry, Tiki Archambeau, Jim Barr, Chris Gillmann, Tom Simon, Solveig Overby, Jeff Padgett

**ITEM 1 - AGENDA**

Commissioner Archambeau proposed to move Item 4.4 to 4.6.  
Consent agency reviewed. Motion to accept consent agenda.  
Unanimously approved.

**ITEM 2 - ELECT CHAIR, VICE CHAIR AND CLERK**

Commissioner Alberry made a motion to elect Commissioner Jeff Padgett as Chair and Commissioner Tiki Archambeau as Vice Chair. Director Spencer stated that he would like to appoint Valerie Ducharme and Holly Lane as Clerks o designate. Commissioner Barr seconded.  
Unanimous approval

Commissioner Padgett welcomed new Commissioner Chris Gillman on board.

**ITEM 3 - PUBLIC FORUM**

Nic Anderson - 4.10 Champlain College Temporary bus stop - made a request that one of the five unrestricted parking spots be designated handicap spot as this is mid-block which will give people easier access to the courtyard and surrounding buildings.

Commissioner Overby made a motion to pull this off the consent agenda.

Commissioner Alberry seconded.  
Unanimous approval.

Phil Merrick - owner of August First Bakery stated that the brown meter on Main Street should be removed as people who work downtown are all parking there during the day as it is cheaper than the garage. Blue meter need to be put in place there as this area of Main Street has more shops now than when the brown meters were installed and shoppers need better access to businesses.

Caryn Long - The water department did an amazing job in the area as when it rained last night the green space is getting greener

and now disappearing. She feels that there has to be more enforcement on the green space.  
Commissioner Padgett stated that the green space is not our issue.

Chris Hadsel - Willard Street needs a flashing pedestrian light north of the rotary as people can't cross safely. This would be an interim solution until the rotary is fixed.  
(See video for further information)

Laura Massel - Lives on Kingsland Terrace which is a residential only parking area. She suggested the city go to the different wards in the city and get the extent of the information from people on parking. People living in residential parking areas should not have to search for parking in the neighborhood.

#### **ITEM 4 - CONSENT AGENDA**

4.1 Champlain College Temporary bus stop moved to 4.7.  
4.4 Relocation of three handicap accessible spaces on St. Paul Street for new CCTA transit center to 4.6.  
4.2 - three way stop at Shore Road and Balsam Street  
4.3 439 College Street shuttle stop request  
4.5 Driveway encroachment/loading zone requests for North Winooski Avenue.

Commissioner Barr made motion to accept consent agenda.  
Commissioner Alberry seconded.  
Commissioner Archambeau stated he lives next door to requester and there is no conflict of interest per the City Attorney.  
Unanimous approval.

#### **ITEM 4.6 - RELOCATION OF THREE ACCESSIBLE SPACES ON ST. PAUL STREET FOR NEW CCTA TRANSIT STATION**

Three representatives from the city, state and CCTA visited the Zampieri Building which is a disabled residence which serves the south side of St. Paul Street and there are two spaces on Cherry Street. We need to bump out the first meter and two accessible spaces are proposed near the ramp adjacent to spaces for the building. On the north side of Pearl Street to Papa John's the first space is available.  
(See video for further information.)  
Commissioner Archambeau expressed a concern with the rear loading handicap vehicles going in the street to access the closest ramp.

Mr. Baldwin stated they would keep it as close to the ramp as possible.

Commissioner Archambeau made a motion to pass this onto the Accessibility Committee.

Commissioner Simon seconded.

Unanimous approval.

#### **ITEM 4.7 CHAMPLAIN COLLEGE TEMPORARY BUS STOP**

Commissioner Overby asked to have a handicap spot moving the bus stop and putting in four unrestricted parking spaces and one handicap space.

Nic Anderson of Champlain Collee stated that the nearest spot was a block away. There is a huge demand for parking in the courtyard and we have two more request for them at the MIC parking lot.

(See video for more information)

Commissioner Archambeau made a motion to accept staff's recommendation.

Commissioner Barr seconded.

Unanimous approval.

#### **ITEM 5 - RESIDENTIAL PARKING MANAGEMENT STUDY - Nicole Losch**

Director Spencer stated that this is a draft plan for parking in residential areas. The review is because this has not been reviewed for several years. The concern is the guest passes.

Nicole Losch stated that we are using a universal way to best manage which we feel is using a data driven approach. We are looking at the financial needs of the city and looking to refine the program. We have a good size advisory committee and have held two public meetings, attended NPA meeting and have come to a previous Commission meeting for the introduction to this program and we will be back in September. We have compared parking with other cities about the same size as Burlington, collected data in three areas and found parking over utilized, need more meter in downtown area. The Hill section has the most restrictions and lowest density.

There was a question of conflict of interest with Commissioner Barr voting on the residential parking as he is in charge of parking for the University of Vermont. Gene Bergman, Assistant City Attorney, stated he reviewed the information and found

nothing that should prevent Commissioner Barr from voting on this policy.

Please review the video of the public comments on the residential parking issue as there were numerous people there for this issue. There is also a packet of information available to review on line.

#### **ITEM 6 - DOWNTOWN PARKING REVIEW**

Karen Devine stated that this a complex two year study and a plan that retains authority over policy and pay. This plan has to be presented to the city council. There are three goals with this plan:

- Active, engaged parking management
- A system to work together to meet goals
- Document standards of care and operation

DPW will manage the parking meters and the Burlington Business Association will manage the information.

Director Spencer stated that the Commission's approval is not needed but it will be presented to the City Council on August 10<sup>th</sup>.

#### **ITEM 7 - VTRANS BICYCLE AND PEDESTRIAN PROGRAM GRANT CANDIDATES**

The small projects are for sidewalk improvements that will increase access and/or safety of people choosing to walk or ride a bike.

Midblock crosswalk with pedestrian bump outs to cross safely from UVM Central campus to Trinity campus and UVM Medical Center. Will also allow pedestrians to access Centennial Field.

Commissioner Padgett stated he does not support mid-block crosswalks and feels there need to be a policy for this issue.

Please see the video for more information

#### **ITEM 8 - INCREASING DRIVER AWARENESS OF YIELD CONDITION**

Damien Roy stated this was referring to Shelburne Street at the Price Chopper where vehicles are exiting the shopping center to get onto Shelburne Street or I189. There is a lot of traffic congestion here especially during rush hour. Drivers are not

yielding exiting the shopping center. There are a few suggestions researched. The suggestion of DPW is to maintain the yield sign.

Commissioner Alberry made a motion for a new yield sign.  
Commissioner Simon made motion to go with staff's recommendation.  
Commissioner Barr seconded.  
Commissioner Padgett opposed  
Other commissioner unanimous approval.

Damien Roy also handed out other paperwork showing the open request for services for traffic issues he is dealing with and also parking issue requests.

#### **ITEM 9 - MINUTES OF JUNE 17, 2015 MEETING**

Commissioner Alberry made a motion to approve  
Commissioner Simon seconded  
Unanimous approval

#### **ITEM 10 - DIRECTOR'S REPORT**

Director Spencer wished to thank Pat Buteau for 33 years of service as he is retiring. Commissioners also thanked Pat.

#### **ITEM 11 - ADJOURNMENT AND NEXT MEETING DATE**

Commissioner Alberry states that we have always taken the month of August off to give staff a well-deserved rest. Next meeting will be September 16, 2015.

Commissioner Barr motioned for adjournment  
Commissioner Archambeau seconded  
Unanimous approval  
Meeting ended 10:30 p.m.